

# PENSHURST PARISH COUNCIL

## Detailed Agenda for the Parish Council Meeting to be held on Monday 9 June 2025 in Penshurst Village Hall at 7.00 pm

### Present:

#### 1. Apologies for Absence:

**Appointment of New Clerk:** To appoint the new Clerk as RFO for the duration of employment. Clerk to have authority to manage the PC Banking in relation to preparation of payments for monthly meetings plus transfers between accounts to meet regular financial liabilities.

#### 2. Declaration of interests in agenda items:

#### 3. The Minutes of the 2025 Annual Parish Assembly to be noted.

#### 4. Matters Arising:

- (i) **Bus Shelter Refurbishment:** PC Contractor contacted by ED to carry out the work, it was hoped this would be carried out during July or before.
- (ii) **Highways Meeting:** ED arranged for June 11 in the Penshurst Village Hall Library.
- (iii) **School/Village Green Vehicular Damage:** Cllr N Furnell to report.

#### 5. OPEN SESSION

#### 6. Sevenoaks District Councillor Mr Richard Streatfeild:

#### 7. PC 30366 John Donegan:

#### 8. Neighbourhood Report – Cllr Furnell:

#### 9. FINANCE/ACCOUNTS:

- a. Payments:** The following accounts will be presented for payment at the meeting plus any others received prior to the meeting but after preparation of the agenda.

Penshurst Village Hall	Hall Hire	£18.00
Gallagher Insurance	Annual Insurance Premium	£1054.02
Vision ICT	PC Phones	£60.00
Mrs E M Divall	Clerk – Final Salary Payment	£2566.73
April/May 2025 Salary, Awarded Payment	ED Tax/Ni	£1060.30

#### b. Appointment of new Clerk

**c. Office Equipment:** PC to consider purchase of laptop plus other technology for new Clerk for PPC use. ED advised by Gallagher Insurers regarding premium for 2025-26 that in view of PC provision of eg. Computer/Mobile Phone equipment, PC to advise costs of purchases. Costs less VAT to be provided due to the fact the PC reclaim VAT. Contact details of new clerk to be provided for Gallagher for records. Gallagher advised current CCTV system owned by PC.

**d. Grant Application:** Consideration of awarding grant to local Football Club.

#### 10. PLANNING: Planning Applications:

**25/01276/HOUSE: The Grove Cottage, Grove Road, Penshurst:** Replacement of domestic outbuilding with a new detached outbuilding for use as a home gym and office with rooflight. Permeable hardstanding.

**25/00085/LBCALT: The Oast House, Ashcombe Priory, Chafford Lane:** Internal alterations, alterations to fenestration and replacement of existing windows and doors. Conversion of garage to habitable rooms. Application now amended, original PC comments will be considered.

**25/00084: Amended plans and Heritage/Design and Access Statement.** Any comments made on the original application will be considered when the decision is made.

**22/03007/HOUSE: Redwood, Penshurst Road, Penshurst:** Alterations and improvements to elevations and roof comprising: enlargement of existing window openings, new window openings to existing lower ground floor, new railings to windows new roof lights to existing east wing. External safety balustrades to west elevation and rear.

**25/00145/FUL: Birches, Fordcombe Road, Penshurst:** Refurbishment and alteration works throughout the existing property, including the conversion of the existing basement to provide additional habitable accommodation. Construction of an orangery extension to the west-facing elevation. Removal of the existing shed outbuilding and outdoor swimming pool. Construction of a replacement outdoor swimming pool with new detached outbuilding. Removal of the existing greenhouse structure. Construction of a detached garage and storage building with new driveway and parking area, served by new vehicular access. New gates to serve the existing driveway. Associated hard and soft landscaping works in the vicinity of the proposed extension and swimming pool. Sunken area for Air Source Heat Pump units and below ground LPG tanks. Further information has been requested, sections of proposed sunken area for Air Source Heat Pump, below ground LPG tanks and noise assessment report.

**25/00637/LDCEX: Westfield House, Nunnery Lane:** Confirmation the existing building on site and surrounding land have been in ancillary residential use for a sufficient period of time that these are now lawful. **REFUSED**

**25/01076/LBCALT: Woodgates, Walters Green Road, Penshurst:** Replacement of modern side attached double garage with detached rear secure store, including room over and solar panels. Link attached extension. Courtyard terrace. Extension to rear stair hall and replacement dormer, minor internal alterations including the addition of bathroom to the attic room and reconfiguration of the existing drive. Replacement to Garden store with new outbuilding and pergola. Dormer to be replaced. Landscaping. Alterations to fenestration and one window and brickwork to be removed.

**25/01139/LBCALT: Yeomans, Walters Green Road, Penshurst:** Demolition of existing garage, summerhouse and single storey extension. Erection of linked single storey extension. Internal alterations. Alteration to fenestration. Associated landscaping.

**25/00968/HOUSE: Titchfield Barn Salmans Lane Penshurst:** Erection of carport with EV charger and front gates.

**25/01177/LBCALT: Hill Corner Cottage, The Lane, Fordcombe: Alterations to modern single storey rear extension:** Demolish and rebuild with front wall on new alignment, new windows and entrance; and replace existing pitched roof with cat-slide roof.

**Tree Surgery:** No information received at time of preparation of agenda.

**Footpaths: Path SR465/1 Weavers Cottage - Walters Green Road:** Poor condition reported for attention to assist people using it to get through the mud. Numerous complaints received regarding the reduction in width of paths plus poor condition of surfacing.

## **11. HIGHWAYS**

### **Emergency Road Closure - Chafford Lane, Fordcombe - 16th May 2025**

It will be necessary to close Chafford Lane, Fordcombe from 16th May 2025 for up to 6 days, the road will be closed at number 9 Chafford Cottages. The alternative route is via Chafford Lane, Walters Green Road, Sandfield Road, B2188 Spring Hill, Chafford Lane and reversed. This is to enable water pipe repairs to be carried out by South East Water.

### **S E Water - Temporary Road Closure - The Lane, Fordcombe - 17th June 2025 for 3 days**

The road will be closed outside Lane Cottage. The alternative route is via The Lane, B2188 Fordcombe Road, Old House Lane, Poundsbridge Lane and vice versa. Pedestrian access will be maintained during

the works. The closure is required for the safety of the public and workforce while works are undertaken by South East Water.

**SMARTS HILL, PENSURST: 17 JULY 2025 FOR 1 DAY:** From Saints Hill to Nunnery Lane B2188 Saints Hill, Sandfield Road and Nunnery Lane (And vice versa)

**871609: Poundsbridge Lane:** Drainage and Flooding, blocked drain/gulley'.

**854466: Spring Hill: Public House and Village Hall:** Issue reported again, report on information relating to work carried out and further work to be done requested. Flooding reported to KCC Highways, confirmation received regarding problem with pipework serving the area, Southern Water responsible for work required to rectify. **Update not currently available for above two issues.**

**826354/755185: Finches, Fordcombe Road:** Flooding due to blocked Drain/Gulley. Gulley scheduled for cleaning.

**826364: Blocked Drains - Rogues Hill:** originally promised for clearance in July 2023, reported on 20.8.24 that cleaning was scheduled.

**PROW: 822853: SR465 – Walters Green Road/Weavers Cottage:** Poor surfacing with possible septic tank issue; **240712840: - Coach Road, SR 546:** Overhanging trees. *Footpath repairs delayed.*

**823784: Extension of yellow lines to The Lane in Fordcombe:** To improve safety for the septic tanker whilst working. PC advised to include on HIP. Reported again under 844790 for update on current situation.

**842230: Poundsbridge Manor:** White lines require reinstatement; Poundsbridge Manor – Speldhurst drains now blocked due to hedge cutting, clearance required & **839558: Cleave House:** Multiple potholes. Work noted as completed 20.11.24

**PROW Report 250225697/241097018:** Inadequate drainage on footpath SR465 – Allocated, awaiting inspection. Note: footpaths should be 1.5m minimum generally; bridleways should be 3m, alternatively in absence of other evidence a 2m width should be applied.

**862579:** Overhanging Branch between Little Chart and Spotted Dog (Reported by others). Issue under investigation 21.2.25

**864529: Rogues Hill:** Report of Gulley clearance lorry attending site at 1.30am 28.2.2025 for approximately 10 minutes but no visible work carried out.

**5163484-Water Leaks:** Reported outside Penshurst Village Hall, Village House and adjacent to Leicester Square with Southern Water under reference 5163484 – 2 leaks in Leicester Square, Stop Cock access cover no longer in place in vicinity of Stables Cottages/Old Post Office.

**880778:** Water leak on Spring Hill

## 15. ANY OTHER BUSINESS:

- i.
- ii. **White Lines:** Poundsbridge Area and the 'T' junction in Penshurst by the Village Hall required attention as they were badly worn.
- iii. **Fence Panels in Fordcombe Play Area:** Cllr Horsford noted that there were missing uprights in the fence at the play area, ED to report to contractor. Netting also required reinstatement.